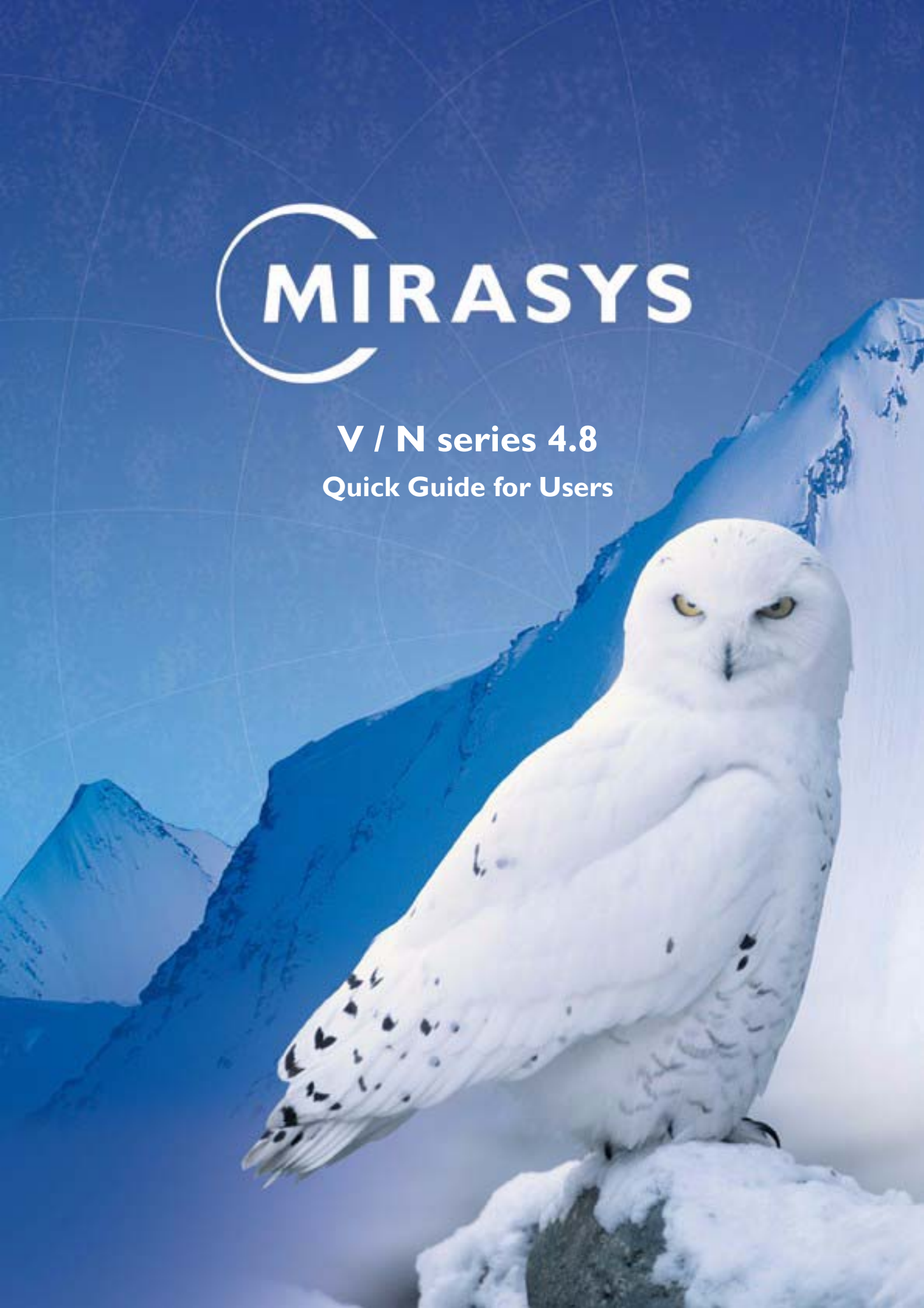
MIRASYS

V / N series 4.8

Quick Guide for Users



Before you begin

This guide is an abbreviated version of the V/N series User's Guide. It includes the following topics:

- "Logging on" on page 1
- "User interface" on page 2
- "Real-time monitoring" on page 3
- "Playback" on page 6
- "Search" on page 7
- "Export" on page 9

MORE INFORMATION: For more information about installing, configuring, and using the system, please refer to the following guides:

- *Installation guide*. How to install the system and other devices, for example, dome cameras.
- *Administrator's guide*. How to use the System Manager program for configuring the system settings.
- *User's guide*. How to use the Workstation program for video and audio surveillance.

The guides are on the DVMS Installation CD in PDF format. You can also access the Administrator's Guide by clicking **Help** in System Manager. You can access the User's Guide by clicking **Help** in Workstation.

Logging on

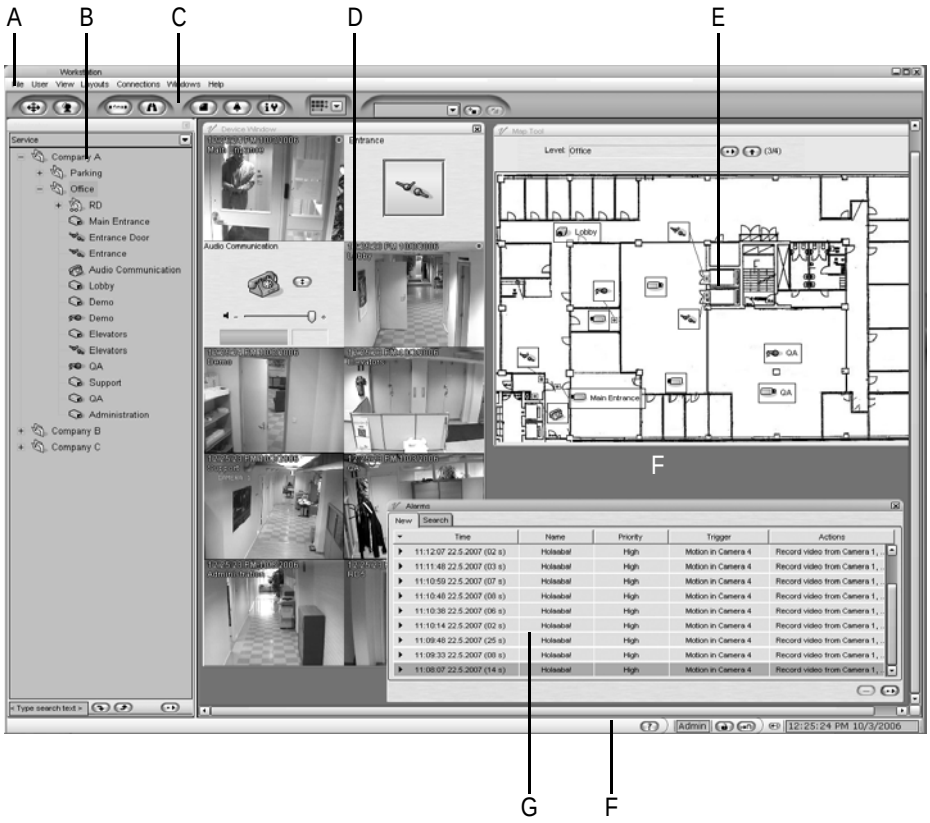
To log on to Workstation:

1. Do one of the following:
   - Double-click the shortcut icon **DVMS Workstation** on the desktop.
   - Click **Start** , point to **Programs** and then to **DVMS**. Click **DVMS Workstation**.
2. The address selection screen is displayed. Click **OK** or wait for 10 seconds, after which the logon screen is automatically displayed.
   NOTE: *The address selection step may be disabled in specific installations. Instructions for selecting a different address are provided in the Administrator's Guide.*
3. The logon screen is shown. Type the user name in the **User name** box, and the password in the **Password** box.
   NOTE: *The password is case sensitive.*
4. If the End User License Agreement is shown, you can accept it by clicking **Accept Terms**. Clear the check box **Do not show this dialog box again** if you do not want the agreement to show up again.
5. Click **Log on**. A progress bar is shown on the screen while the program starts.

To log off from Workstation:

1. On the menu bar, click **File** and then **Exit**.
2. In the **Logoff** dialog box, click **Exit Workstation.**
3. Click **OK**.

User interface



The user interface contains these elements:

A. Menu bar. The menu bar gives access to, for example, user settings.

B. Navigator. The Navigator contains profiles and devices. A profile specifies the devices that you have access to. Select the profile that you want to use from the drop-down menu. After selecting the profile, you can access the devices, for example, cameras, shown in the profile tree.

C. Toolbar. Click the buttons on the toolbar to show or hide user interface windows.

D. Device Window. Shows video and audio views and other device views.

E. Map Tool. Shows a map or floor plan of the selected target site. By clicking the device icons you can access the devices. For example, you can open video views directly from the map by double-clicking the camera icons.

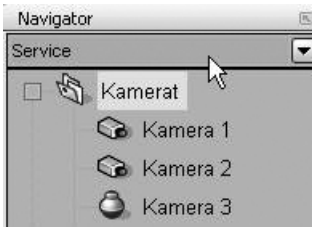
F. Show Help Topics. Click this button to access the complete online help.

G. Alarm list. Shows active alarms. On the **Search** tab, you can also search past alarms.

Real-time monitoring

To monitor real-time video from one camera:

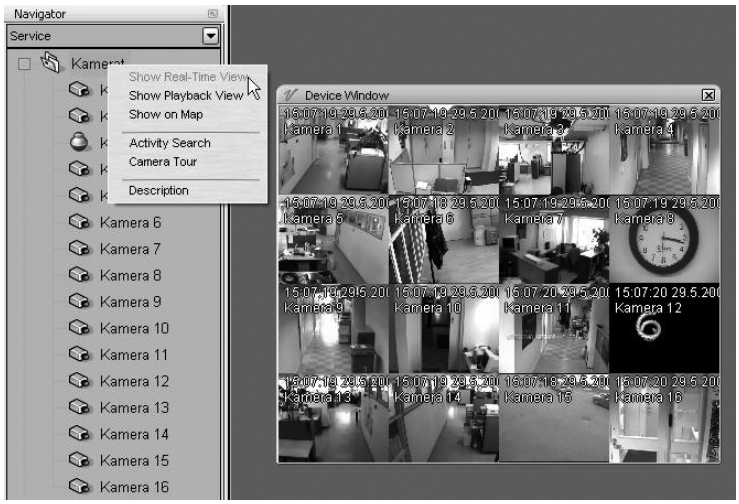
1 Select the profile that you want to use from the Navigator.



2 Right-click the camera and choose **Show Real-Time View** from the menu.

To monitor real-time video from multiple cameras:

- Right-click a group on the Navigator and choose **Show Real-Time View.** This opens a window that contains a real-time video view from all the cameras in that group.



NOTE*: You can also drag and drop cameras and camera groups from the Navigator to the work space.*

View mode

You can use automatic view layouts to quickly organise the contents of the device window.

To use automatic layouts:

1 Right-click on the device window and select **View Mode**.

2 Select the layout from the layout list, or select **Dynamic** to disable automatic layouts.

NOTE: *If you use automatic layouts, you cannot change the shape or dimensions of the device window. To change the shape or dimensions of the device window, select Dynamic from the layout list.*

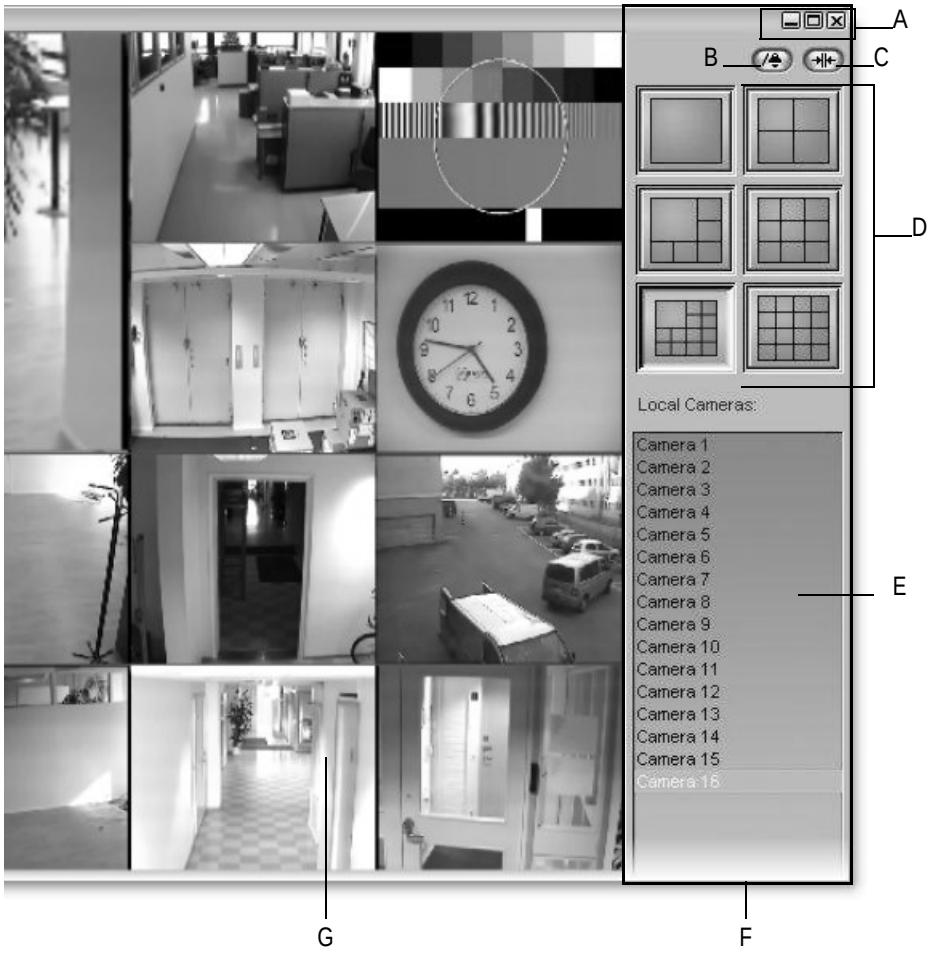
Monitoring local video

Local monitoring means that video is streamed directly from the capture card to the display adapter. It is available only when the Workstation program and the recorder are on the same computer. In addition, the cameras must be in your profile, and you must have the right to monitor local video from them. Local monitoring is not available on Mirasys N series NVRs.

Unlike standard real-time viewing, local monitoring does not cause processor load for the recorder. Thus, when applicable, local monitoring should be used instead of real-time viewing.

To monitor video from local cameras, do one of the following:

- On the menu bar, click **Windows** and choose **Local Cameras**.
- On the tool bar, click the **Local Cameras** button .



Local monitoring. A. Minimize, Maximize and Close buttons B. Shows the alarm list C. Click to hide the control panel D. Click one of these buttons to change how many video views are shown E. Available cameras F. Control panel G. Image area

To change how many video views are shown:

- Click one of the screen format buttons (D).

To select cameras:

- Drag the camera from the camera list on the right to the image area.

To change the order of cameras:

- Drag a camera to a new position in the image area.

To maximize the camera display size, do one of the following:

- Double click on the local view title bar.
- Click on **Maximize** button on the upper right corner of the local view title bar.

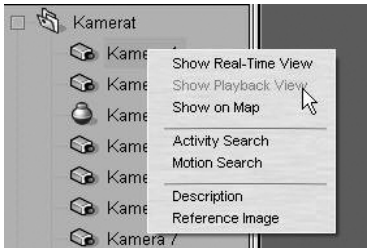
To maximize the view from a single camera:

- When viewing multiple local cameras, you can double click on a single camera view to display the view from that camera in the device window. You can restore the original layout by double clicking on the camera view.

Playback

To play back video from one camera:

- Right-click the camera on the Navigator or right-click on the real-time view from the camera and choose **Show Playback View**.



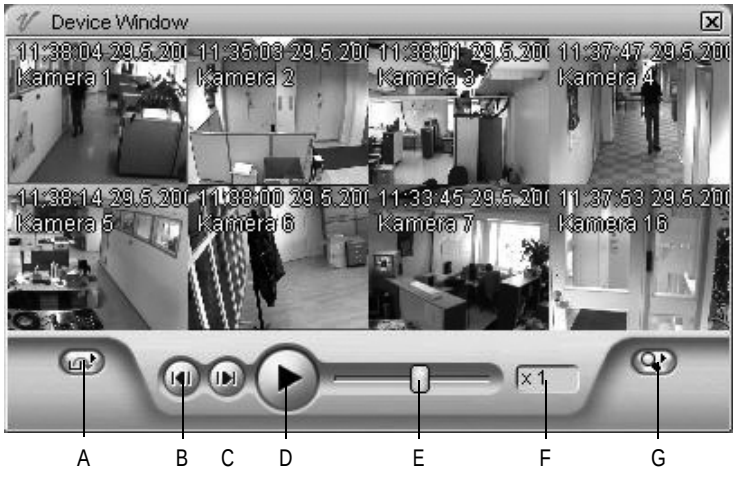
To play back video from several cameras at the same time:

- Right-click the group on the Navigator and choose **Show Playback View**.

Note that you can also drag additional cameras from the workspace to the playback window or remove cameras from the window. For more information, see the *V/N series User's Guide*.

Playback controls

Playback starts automatically when you open a playback window. Use the buttons below the video view(s) to control the playback.



A. Click to save an image or a media clip or to print an image.
B. Shows the previous image.
C. Shows the next image.
D. Starts or pauses play.
E. Drag the slider to change playback direction or speed.
F. *Shows the current playback speed*
G. Click to access one of the search tools to find recorded data.

Search

When you want to find recorded video, there are three search methods to choose from:

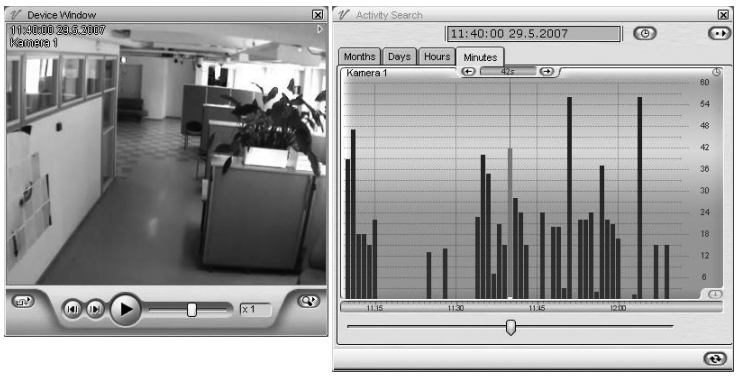
- Activity Search — quickly find recorded video and audio using a bar graph.
- Time Search — find the nearest recorded image from the specified time point.
- Motion Search — find images with movement in a specified area of the camera scene.

Activity Search

To show Activity Search:

- Right-click the camera on the Navigator or click the **Search** button on the playback window and choose **Activity Search**.

The Activity Search window shows recorded video or audio as a bar graph.



The horizontal axis shows the time, and the vertical axis shows the quantity of recorded video or audio. By looking at the height of the bars, you can immediately see if there has been activity in the camera scene. This requires that recording is based on motion detection.

If video is recorded continuously, the bars are all of the same height. To find events from continuous recordings, try using Motion Search.

To use Activity Search:

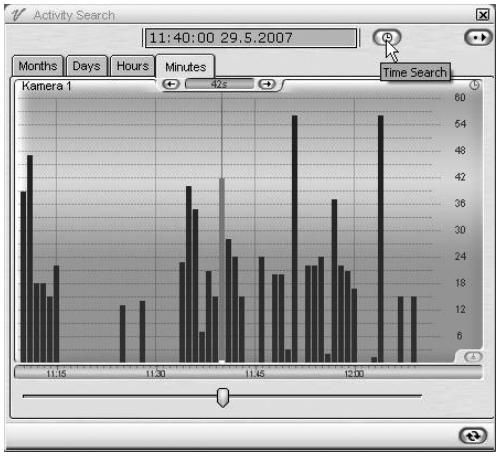
1. Click the **Months** tab and then click the month (vertical bar) that you want to examine. Then click the **Days** tab to choose the day, and then the **Hours** and **Minutes** tabs (if necessary) to select the hour and the minute.
2. The selected bar is shown in blue/orange, and the first image of the bar is shown in the video view.
3. To play the video, use the playback controls below the video view.

NOTE: *To find the right image, you can move from image to image using the* **Next** *and* **Previous** *buttons.*

You can display as many as eight video views in Activity Search at the same time. For more information about using multiview search, see the V/N series User's Guide.

Time Search

Use Time Search to find the nearest recorded image from the specified time point.



To use Time Search:

1. In Activity Search, click the **Time Search** button. Time Search is shown.
2. Select the year and month from the menus. Then select the date from the calendar by clicking on a date. Select the time from the menus.
3. Click **OK**. The program finds the nearest recorded image from the selected time forward or back. The image is shown in the video view, and the graph is also updated.

Motion Search

Use Motion Search to find images with movement in a specified area of the camera scene.

To show Motion Search:

- Right-click the camera on the Navigator or click the **Search** button on the playback window and choose **Motion Search.**

To use Motion Search:

1. In the Motion Search window, paint the area of interest by using the pen tool or the other drawing tools. The selected area is shown in red.
2. Set the sensitivity of the motion detection and the required quantity of motion.
3. Set the start and end time of the search and the other search options.
4. Click the **Search** button. A progress bar is shown together with the **Bookmarks** list. Images that match the search conditions are added to the list.
5. You can stop the search by clicking the **Stop Search** button in the progress bar. Otherwise, the system searches to the end of the recordings or to the specified end point.
6. The search results are listed in the **Bookmarks** list. To play back an event, select the bookmark from the list and click the **Go to Bookmark** button. Then use the playback controls below the video view to play back video.

For more information about the drawing tools and about setting the sensitivity of motion detection, the required quantity as well as other search conditions, see the V / N series User's Guide, "Searching for recorded data".

Export

You can save video clips and print and save individual images from the playback window. Use one of the search tools to find the images first. For information about using the search tools, see “Search” on page 7

To print an image:

- In the playback window, click **Export** and then **Print Image**. The image is sent to the default printer.

To export an image:

1. In the playback window, click **Export** and then **Save Image**. The **Save Image** dialog box is shown.
2. First select the target disk and then the target folder. To create a new folder in a currently open folder, click the **New Folder** button. To move up to a higher level folder, click the **Up** button.
3. Type a name for the image, choose the image format, and then click **OK**.

To export a media clip:

1. To save on a CD or DVD, put the disc into the CD/DVD-RW drive. To save on a removable device, plug the device in. If the Windows dialog box **Blank disk** is shown, select **No action**. The program will write the clip to the disc automatically.
2. Open a playback view from the cameras that you want to export a clip from. If you want to export a synchronized clip from more than one camera, the playback views must be in the same device window.
3. Find the image that you want to start the clip from.
4. Click the **Export** button in the playback panel and choose **Save Clip**. The **Media Clip Settings** dialog box is shown. Do the following and then click **OK**:
   - Select where you want to save the clip. To save the clip on the local hard disk, select My documents\Clips. To save the clip on CD-R/RW or CD-R/RW, select **CD/DVD Drive**. To save on a removable device, select **Removable drive**.
   - In **File Name**, type a file name for the clip.
   - In **Start**, select the start time of the clip by clicking the button.
   - In **End**, select the end time of the clip by clicking the button or use the duration slider to define the length of the clip.

- If you are saving the media clip to a CD or DVD, select **Format CD/DVD before writing files on it** if you want to format the disc before saving the clip.
- If you want to use the same CD/DVD disc to save media clips at a later time, mark the **Allow files to be added later (multisession disc)** checkbox.

NOTE*: If you have cleared the option* **Always show this dialog box before saving a media clip** *in* **Media Clip Settings***, the program will export all clips automatically with the given settings.*

To export an alarm specific clip:

1. To save on a CD or DVD, put the CD or DVD into the CD/DVD-RW drive. To save on a removable device, plug the device in. If the Windows dialog box **Blank disk** is shown, select **No action**. The program will write the clip to the disc automatically.
2. Find the alarm from which you want to export data in the **New** or **Search** tabs.
3. Click the **Export** button in the lower right corner of the **Alarms** window.
4. If default media clip export settings are not used, the **Media Clip Settings** dialog box is shown. Do the following and then click **OK**:
   - Select where you want to save the clip. To save the clip on the local hard disk, select My documents\Clips. To save the clip on CD-R/RW or CD-R/RW, select **CD/DVD Drive**. To save on a removable device, select **Removable drive**.
   - In **File Name**, type a file name for the clip.
   - You can set the maximum video size from the **Max. video size** drop-down menu.
   - In **Start**, select the start time of the clip by clicking the button.
   - In **End**, select the end time of the clip by clicking the button.
   - Use the duration slider to define the length of the media clip.
   - If you are saving the file to a CD or DVD, mark **Format the CD/DVD before writing files on it** if you want to format the disc before saving the clip.
   - If you want to use the same CD/DVD disc to save media clips at a later time, mark the **Allow files to be added later (multisession disc)** checkbox.

NOTE*: If you have cleared the option* **Always show this dialog box before saving a media clip** *in* **Media Clip Settings***, the program will export all clips automatically with the given settings.*

To change media clip settings:

1. On the menu bar, click **User** and choose **Media Clip Settings**.
2. Type or select the necessary settings.

Playing exported video clips

Video clips are exported as Windows Media files (WMV). They can be played using Mirasys Media Player or Windows Media Player 10.

Mirasys Media Player. Use the controls at the bottom of the window to control playback.

To play a media clip from a CD or DVD using Mirasys Media Player:

- Put the CD or DVD into the CD/DVD drive. Mirasys Media Player starts automatically and starts to play the clip.
- Alternatively, double-click the file MediaPlayer.exe to start Mirasys Media Player and then, on the menu bar of the Mirasys Media Player, click **File** and then **Open**. Select the WMV file that you want to play back and click **Open**. The media clip starts to play.

To play a media clip using Windows Media Player 10:

- Right-click the media clip file (WMV file), choose **Open With** and then Windows Media Player. The clip starts to play automatically.